



**APPROVED 3/27/2012**

## Minutes of Special Meeting of the Board of Commissioners

Thursday, March 1, 2012  
12:00 P.M.

1. Call to Order by Commissioner Young at 12:32 p.m.

2. Recognition of Persons Present

Port Commissioners - Jim Young, Bill Baertlein, Georgine Beveridge, Carolyn Decker, Bob Olsen  
Port Staff – Michele Bradley, Aaron Palter, Josh Balmer  
Public – Gus Meyer, Jerry Dove  
Day CPM- Eric Eckfield

Public Comment – Gus Meyer stated he was comfortable with the proposed ODOT work for a southern entrance off of Highway 101 onto the Port. Josh Balmer publically thanked the Port for allowing the use of Port property for a Fundraiser.

3. Ms. Bradley gave a brief overview of the proposed city of Tillamook's IGA Draft for water and for sewer. Ms. Bradley and staff were tasked with having more information available for the next board meeting.

4. Mr. Eckfield gave an update on the FEMA Alternate Projects (2.6 Stimson Lumber Office and 2.7 Port Main Office) answering questions along with Ms. Bradley.

5. A date was set for the Strategic Business Plan review on March 14<sup>th</sup> at 12:30. A meeting was also set for March 8<sup>th</sup> at 2:30 to consider a Notice of Intent to award for the Digester Upgrade FEMA Project.

6. Regular meeting was recessed at 1:36 pm for Executive Session per ORS 192.600 (2)(i) for a performance review of a public officer or employee.

Posted at the following locations: Port of Tillamook Bay Main Offices; Tillamook County Courthouse; and the Tillamook County Library (Main Branch – Tillamook).

Meeting was reconvened at 2:53 p.m.

7. Other items – Manager Goals.

- 1 – Continue with all viable FEMA projects under construction through February 2013
- 2 – Learn more about FAA standards, review circulars and regulations
- 3 – Finalize accounting software and have reports to board in a timely fashion
- 4 – Have a marketing plan and increase cash flow by 5%
- 5 – Policy development
- 6 – 2013-14 Asset Management with Depreciation and Maintenance Fund in Place
- 7 - Safety – zero accidents with loss of time in 2012.

8. Commissioner Comments – Commissioner Young would like to see the goals on next year's review, without numbers.

**Commissioner Young entertained a motion to give a 10% bonus of salary to General Manager Michele Bradley. Commissioner Baertlein so proposed. Commissioner Decker seconded the motioned. No Discussion. Motion passed (5-0).**

9. Meeting was adjourned at 3:03 p.m.